



Housing Affordability Forum Meeting

Agenda

Friday, 8 March 2019 1:30-3:15pm

Western Bay of Plenty District Council, Barks Corner, Athenree Room

1:30	1. Apologies	Chair
1:35	2. Minutes and actions from 18 October 2018 meeting (<i>Paper A</i>)	Chair
1:40	3. Discussion with TCC planning representatives on early Plan Changes to improve the provision of affordable housing	Ana Hancock
2:00	4. Update from Closer Developments	Nicci Armour
2:15	5. Election of new Chairperson and deputy Chairperson (<i>Paper B – Nomination form</i>) These positions are for a period of one year and assume considerable delegation of actions as we have a core team of people who write good submissions and can present to Council if necessary. Please phone Christine to discuss if you have any queries on this. We need someone to act as the conduit of information to the team.	All
2:40	6. General Business <ul style="list-style-type: none"> - Pilot Project update. - Planning for Annual Plan submissions to SmartGrowth for Housing Framework Budget and TCC for staffing budget for early Plan Changes to residential zone. - Discussion - HAF future meeting days – proposing meetings be held on the last Tuesday or Wednesday every two months (May, July, September, November) 	All
3:00	7. Key message to SmartGrowth Leadership Group	All

Terms of reference

Purpose:	The purpose of the Housing Affordability Forum ('the forum') is to provide a mechanism for SmartGrowth to progress initiatives to improve the affordability of housing in the sub-region. The forum will enable direct participation into the implementation, monitoring and review of SmartGrowth, in collaboration with the strategy partners and lead agencies into the range of challenges facing the sub-region in relation to improving the affordability of housing.
Role:	The role of the Housing Affordability Forum ('the forum') is as follows: <ul style="list-style-type: none"> • Identification of potential strategy actions across the range of key determinants that impact on housing affordability • Leading the implementation of specific strategy actions as agreed e.g. pilot project • Raise awareness and educate stakeholders and the general public • Supporting the delivery of other partner projects relating to housing affordability • Monitoring of all relevant strategy actions. • Development of policies by the SmartGrowth Partners relating to housing affordability • Making representations/submissions to local, regional and national Government in relation to housing affordability
Membership:	The Housing Affordability Forum has representation from the following groups/industries/sectors: <ul style="list-style-type: none"> • Development community • Local authorities (council officers and elected members) • Economic Development specialists • Planning and urban design specialists • Community Housing Trusts • Real estate sector • PATAG • Tangata whenua • Relevant central Government agency • SmartGrowth Programme/implementation Manager
Key Principles	The key principles underpinning the establishment of the Housing Affordability Forum are: <ul style="list-style-type: none"> • The provision of sufficient affordable housing to provide for low to medium income residents as well as support the region's future labour force; • Acceptance that, without intervention, the market will be unable to provide adequate affordable housing; and Recognition of the different spatial and cultural needs of residents,
Other SmartGrowth Forums and the SmartGrowth Leadership Group (SSG) — Linkages and Reporting:	The Chair of the forum will represent the group on the SmartGrowth Strategic Partners Forum and any other SmartGrowth Forums as required. The minutes will be provided to the SmartGrowth Strategic (Managers) Group (SSG) for information and for action as required. Meeting minutes and reports for each of the SmartGrowth Partner Forums will be available to the other forums.

<p>SmartGrowth Leadership Group (SLG)— Linkages and Reporting:</p>	<p>The forum members are able to present to the SLG at any of the formal meetings with agreement of SLG Chair and at any agreed workshops, held between SLG and the forum. Every six months SLG has a workshop with the individual forums to discuss a range of matters and issues. The minutes of the forum meetings are provided to SLG as part of the regular reporting process and any particular issues are drawn out and highlighted in the bi-monthly report presented to SLG by the Independent Chair, Programme /Implementation Manager and Strategic Adviser.</p>
<p>Information Provision and Feedback:</p> <p>Meetings:</p>	<p>Relevant draft reports, ideas, submissions, and proposed initiatives are provided to the Forum for discussion and input prior to matters going to SLG for decision-making. These may be part of a meeting agenda item, or if between meetings. circulated by email to the Forum Chair, for feedback.</p> <p>Attendance and Presentations The Independent Chair, Programme/Implementation Manager and Strategic Advisor may attend meetings from time to time. Provide written reports, advice and seek input on various matters. SLG members may also be invited to attend the Forum from time to time.</p> <p>Frequency The Forum will meet as required, prior to the SLG meeting to provide information and feedback on specific issues directly relating to Strategy implementation.</p> <p>Servicing The Forum will be serviced by SmartGrowth through the Programme/implementation Manager for matters including venues, agenda circulation, minute-taking and report materials.</p> <p>Chair A chair will be appointed by the Forum</p>

Housing Affordability Forum – Membership

The forum membership is representative of the wider community within the western Bay of Plenty and is currently represented by the following individuals and organisations;

Name	Organisation
TBC	Acting Chair
Christine Ralph	Planning Sector
Annie Hill	Priority One
Bobbie Cornell	Housing Alternatives / Closer Developments
Buddy Mikaere	Combined Tangata Whenua Forum
Dave Macfarlane	Property Developers Forum
Ian Mclean	Closing the Gap
Jo Gravit	Tauranga Community Housing Trust
Jo Wills	Sustainability Options
Kevin Tohiariki	Combined Tangata Whenua Forum
Libby Gosling	Classic Group
Mark Wassung	The Architectural Association
Peter Malcolm (Associate)	Closing the Gap
Riki Nelson	Master Painters Bay of Plenty
Roger Dowling	Beca
Tony Marsden	SILC
SmartGrowth & Partner Staff	
Cr Kelvin Clout	Tauranga City Council
Cr Margaret Murray Benge	Western Bay of Plenty District Council
Cr Terry Molloy	Tauranga City Council
Meagan Holmes	Tauranga City Council
Megan Rumble	SmartGrowth Coordinator
Phillip Martelli	Western Bay of Plenty District Council

FORUM	Housing Affordability Forum
DATE & TIME	Friday 18 October 2018, 1:30-3:00pm
LOCATION	Beca, Harrington Street, Tauranga

Forum Members Present	Christine Ralph (Beca – Acting chair), Tony Marsden (SILC), Jo Gravit (Tauranga Community Housing Trust), Cr. Kelvin Clout (TCC), Libby Gosling (Classic Group), Bobbie Cornell (Housing Alternatives / 'It Takes a Tiny Village'), Basil Cook (Closer Developments), Nicci Armour (Closer Developments), Jacqui Ferrel (TCHT), Mark Wassung (The Architectural Association), Gillian Cook (Closing the Gap)	
SmartGrowth	Megan Rumble (SmartGrowth Coordinator)	
Other	Lisa Hickling (Calibre Consultancy)	
Partner staff	Adam Fort (BOPRC), Ana Hancock (TCC)	
Apologies (forum members)	Annie Hill (Priority One), Tessa Mackenzie (Natural Assets)	
Previous minutes and matters arising	The minutes of the previous 28 September meeting were accepted as a true and correct record. Previous actions: Christine Ralph to speak with Bill about both actions as below.	
	September	Megan to follow up on Smart Housing Action Framework update report being written by Bernie post note: Megan emailed Bill Wasley – awaiting response.
	September	Megan to follow up with Bill on the queries around the Smart Action Housing Framework. Post note: Megan emailed Bill 1 October, awaiting response.
	Action	
Future Development Strategy and Tauranga Urban Strategy		Adam Fort and Ana Hancock provided an overview of the Future Development Strategy (FDS) and Tauranga Urban Strategy (TUS). These two strategies sit alongside one another and are being consulted on at the same time from 5 October to 5 November 2018. Lisa Hickling from Calibre Consultancy has been contracted by SmartGrowth to draft the HAF submission to the two strategies and was present to receive comments and feedback. Submissions will be presented by the forum to the SLG at a workshop on 31 October.

		<p>FDS: Councils in high growth areas are required, under the National Policy Statement for Urban Development Capacity (NPS-UDC), to create a development strategy to show there is sufficient capacity for the projected population growth over the next 30 years.</p> <p>TUS: Ana noted 86% of new housing in the last ten years has been located in greenfield areas. The city needs a balance between intensification and greenfield development and we need to do it smartly with good use of space and transport links, while balancing economic, social, cultural and environmental outcomes for our community. The TUS looks to create great places for people to live, providing housing choice, accessibility, vibrant centres and connected neighbourhoods.</p> <p>The TUS is based on four key outcomes:</p> <ol style="list-style-type: none"> 1. We use our land and resources efficiently while reducing our impact on the environment 2. Our centres, neighbourhoods and marae are vibrant, thriving and accessible 3. Our centres, neighbourhoods and marae support healthy, safe, connected communities 4. Our streets and public spaces are distinctive and reflect the character and identity of the community <p>Discussion followed and Lisa took comments and feedback to begin creating the HAF submission. Forums will present their submissions to the SmartGrowth Leadership Group at a 31 October workshop. It was agreed Jo Gravit and Tony Marsden (pending availability) will present the forums submission. Christine Ralph has also recorded a video to show at the workshop. Nicci Armour will also attend and support.</p>
	Action	Lisa Hickling to circulate draft submission for forum members comment/additions post note: circulated by Lisa 21 October
General Business		Bobbie Cornell noted the Community Housing event to be held in Hamilton on 22 November. Megan to circulate event flyer to the forum including Ana, Adam and Jacqui.
	Action	Megan to circulate the Community Housing event flyer from Bobbie post note: send to forum 29 October 2018
Key message for SmartGrowth Leadership Group		Nothing to note

Meeting ended at 2:58pm. Next meeting 30 November 2018 1:30-3.00pm Beca Office, Harrington Street, Tauranga.

**Housing Affordability Forum
OUTSTANDING ACTIONS**

October	Lisa Hickling to circulate draft submission for forum members comment/additions post note: circulated by Lisa 21 October
October	Megan to circulate the Community Housing event flyer from Bobbie post note: send to forum 29 October 2018

DRAFT

Forum Chairperson Nomination Form

Eligibility: A member of the forum or any other put forward by either SmartGrowth Independent Chair. If the candidate is a forum member, they are required to be nominated by one other forum member. In all cases the nominee must have agreed to being nominated.

<p><u>Name of forum:</u></p>
<p><u>Name of nominated candidate:</u></p>
<p><u>Candidate signature:</u></p> <p><u>Date:</u></p>
<p><u>Nominated by (name & position):</u></p>
<p><u>Signature of nominator:</u></p> <p><u>Date:</u></p>